



ValleyCare Olive View-UCLA Medical Center

VACANCY ANNOUNCEMENT

CENTRAL SERVICE TECHNICIAN II

Position Information: ValleyCare Olive View-UCLA Medical Center is seeking well-qualified individual who is interested in working in Central Services. Responsibilities include but are not limited to: Disassembles, decontaminates, cleans, and reassembles medical, surgical and patient care supplies, including surgical instruments, according to established procedures. Assembles utensil sets, single package instruments, sterile containers, and trays for sterilization. Sorts linens, assembles, and wraps linen packs, dressings, utensils, and surgical instrument sets for sterilization. Operates steam and gas sterilizers, autoclaves and other sterilization, cleaning, and reprocessing equipment. Takes inventories of existing clinic or ward supplies; checks for and returns outdated trays to processing area. Loads and unloads supply carts and delivers sterile processed supplies to service areas, and collects and delivers used supplies back to processing area. Fills emergency requests and suggests possible substitute items to medical and nursing staff in the event the requested item is not in stock. Receives supplies and inventories and stocks unit storerooms. May orientate new staff and train them in the performance of any or all central service procedures. This position will report to the Supervisor or Nurse Manager.

Qualifications

One year's experience as a Central Services Technician I - **OR** - One year's experience cleaning, assembling, packaging and sterilizing medical surgical and nursing supplies, instruments and equipment. Completion of a central services technician course in an accredited vocational school or community college may be substituted for six months of the required experience.

Desirable Skills

- ◆ Full range of knowledge in sterilization, processing, packaging and distribution process.
- ◆ Ability to work as a team member.
- ◆ Self-motivated
- ◆ Good organizational skills and able to prioritize tasks.
- ◆ Adheres to hospital and nursing policies and standards of practice.
- ◆ Excellent customer service skills.
- ◆ Strong critical thinking skills
- ◆ Experience is a plus

If you are interested, please submit your resume, performance evaluation and your attendance records for the past two years to:

Susanna Mortimer, RN (smortimer@dhs.lacounty.gov)
Nurse Recruitment- 2C206
Phone: (818) 364-3317
Fax: (818) 364-4775

Will remain open until the needs of the department are met

This is not an official examination bulletin

EOE/Posted 06/24/2013